



STATE PLAN COMMITTEE (SPC) MEETING NOTICE/AGENDA

Posted at www.scdd.ca.gov

DATE: December 1, 2014

TIME: 1:00 p.m. – 4:00 p.m.

LOCATION: State Council on Developmental Disabilities
1507 21st Street, Suite 210
Sacramento, CA 95811
916/322-8481

Teleconference Site:

Palo Verde District Library
125 W. Chanslorway
Blythe, CA 92225
(760) 922-5371

CALL IN NUMBER: 1 (800) 839-9416
PARTICIPANT PIN: 8610332

Pursuant to Government Code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, should contact Michael Brett at 916/322-8481 or michael.brett@scdd.ca.gov by 5 pm on November 26, 2014.

- | | |
|-----------------------------------|----------|
| 1. CALL TO ORDER | N. Clyde |
| 2. ESTABLISHMENT OF QUORUM | N. Clyde |

3. WELCOME AND INTRODUCTIONS	N. Clyde	
4. APPROVAL OF OCTOBER 27, 2014 MINUTES	N. Clyde	3
5. PUBLIC COMMENTS		
<i>This item is for members of the public to comment and/or present information to the Council. Each person will be afforded up to three minutes to speak. Written requests, if any, will be considered first. The Council will also provide a public comment period, not to exceed a total of seven minutes, for public comment prior to action on each agenda item.</i>		
6. CYCLE 38 STATEWIDE GRANT TIMELINE	A. Carruthers	11
7. TIMELINE FOR REVISING THE CURRENT STATE PLAN	J. Fernandez	15
8. CALENDAR AND COUNCIL MEMBERS FOR REGIONAL MEETINGS	J. Fernandez	19
9. SURVEY INSTRUMENT	J. Fernandez	29
10. 2017 - 2021 STATE PLAN TIMELINE	N. Clyde	37

State Plan Committee

October 27, 2014

MEMBERS PRESENT

Jonathan Clarkson
Nancy Clyde
Carmela Garnica
Robin Hansen
Janelle Lewis
Sandra Smith

MEMBERS ABSENT

Rebecca Donabed

OTHERS PRESENT

Natalie Bocanegra
Michael Brett
Aaron Carruthers
Mike Clark
Deborah Doctor
Susan Eastman
Janet Fernandez
Dawn Morley

1. CALL TO ORDER

Nancy Clyde, Chair, opened the meeting at 1:08 pm.

2. ESTABLISHMENT OF QUORUM

A quorum was established.

3. WELCOME AND INTRODUCTIONS

Those present introduced themselves.

4. APPROVAL OF AUGUST 25, 2014 MINUTES

Sandra Smith made the motion to approve the August 25, 2014 meeting minutes, as submitted, and Robin Hansen seconded the motion; Janelle Lewis abstained; the vote was unanimous (with all members voting to approve) and the motion to approve the minutes (as written) was passed.

5. PUBLIC COMMENTS

There were no public comments.

6. MTARS UPDATE

Chief Deputy Aaron Carruthers reported that we have completed an Action Plan, included within the AIDD Compliance Task Chart, as well as an AIDD Compliance Task Timeline. The first batch of deliverables will be sent to AIDD in December of 2014. By January of 2015, we will have 55% of those deliverables accomplished and the remaining deliverables may trail through January of 2018. Staff has now graduated from speaking with AIDD on a weekly basis to making contact on a quarterly basis.

Collectively, 100 staff hours are required to complete the paperwork associated with our compliance charts for AIDD.

7. PROGRAM PERFORMANCE REPORT (PPR) FORMAT

Janet Fernandez, staff Planning Analyst, briefed the committee on the PPR data-gathering progress, reporting that Area Boards have been a great help in sending in anecdotal data that reflects real change in the lives of people with developmental disabilities. Staff continues to work on organization and data-gathering instruments that are manageable and comprehensive and relay the entire scope of work that is done by the Area Boards, which currently report on accomplished work by filling out a separate report for every activity. Activity Report forms, which are collected monthly, include over 50 Federal Performance Measures that track specific implementation steps that are taken toward accomplishing those objectives, the number of people who are reached, the programs/policies changed, and the funds that are leveraged. This data then becomes the foundation for reporting (to AIDD) the Council's implementation of its 5-year State Plan through the progress made toward completion of the 15 goals and 32 separate objectives. While all of the activities conducted by the council are reported to AIDD on a yearly basis, through the PPR, staff is also

sending in monthly (comprehensive) activity reports to AIDD for reimbursement purposes.

8. STATE PLAN TIMELINE

Mrs. Fernandez explained the State Plan timeline and discussed some important dates by which specific tasks must be accomplished by the State Plan Committee, full Council, and/or staff.

- From October 2014 through April 2015, staff and State Plan Committee and Council members will be collecting/reporting data about program, policy, and personal/family needs for issues affecting people with developmental disabilities throughout California. Based on this data, a Comprehensive Review Analysis will then be completed by staff and presented to the Council for review and approval by September of 2015.
- From September 2015 through January of 2016, the Council will develop its next 5-year State Plan.
- From January through March of 2016, the Council will hold a statewide public comment period (e.g. website, town hall meetings, etc.).
- From March through June of 2016, the SPC will complete all proposed revisions, based on public input, review the measurability of goals/objectives with AIDD and ITACC, and submit the revised State Plan goals/objectives to the Council for review and approval.
- In August of 2016, the finalized State Plan will be submitted to AIDD for review and approval (through DD Suite).

The SPC will schedule its meetings to coincide with these dates.

Regional meetings will need to be scheduled by local offices and attended by local Council members and staff, in order to collect data about ongoing issues and concerns, and bring that information back to the SPC for consideration in developing the CRA and the next 5-year State Plan. Survey instruments will also be considered and developed, in order to collect data from as many people throughout California as possible. The members agreed that they would discuss sending

representatives to those areas that do not currently have Council representation from the local area. A schedule of regional meetings and links to surveys will be included on the Council website, as well as the websites of the thirteen (13) Area Boards.

Some additional suggestions were made through the general discussion:

- Contact ITACC and AIDD and ask for assistance with this process
- Mr. Clarkson reported that 'Jason, from DGS, has a lot of experience using Survey Monkey' and should be contacted, as well as Sonya Bingaman, from AB 3.
- Request that Area Boards make contact with their constituents and stakeholders (e.g. Regional Centers) to take part in the surveys.
- Ms. Smith reported that she has an example of a letter from both Washington and Virginia to use as a Letter of Survey.
- Some of the goals and objectives will need to be combined over the next year
- Under-served populations' needs must be considered in regard to any outreach effort
- All survey tools should be fully accessible and translated into the appropriate threshold languages

9. ACTION ITEMS

- Have Councilmembers agree that there should be at least one Councilmember at each community meeting held to get feedback from the community regarding the 2016-21 State Plan
- Would it be ok to ask Regional Centers and Developmental Centers to send to their clients the survey that we will put together to get feedback on the 2016-21 State Plan
- Committee gave direction to staff to look at the 2012-2016 State Plan to identify how it can be brought into compliance with the DD Act, eliminate/reduce redundancies and overlapping goals

10. EXAMPLES OF OTHER STATE PLANS

It was determined that enough State Plans from other states have been considered and discussed.

11. VISION FOR COUNCIL'S FUTURE

During this session, a brainstorming exercise took place on the future for the state Council:

a. Recent Council accomplishments:

- Mini Grants
- Corrective Action Plan
- Slate of nominees for upcoming elections
- The Council has an interim Executive Director, legal counsel, and has filled many critical vacancies
- AB1595 and other legislation
- All Area Boards have done extensive work on parent training, Self-Determination, and Employment First outreach

b. How can the Council establish itself:

- Develop a fabulous State Plan, collaboration
- Have more PR/outreach
- California can lead the nation
- Whole collaborative model
- Great outcome measures
- Self-advocacy work
- Not stand alone
- Service entitlements
- More coordination and respect from Regional Center system concerning the Council
- Sharing cultural sensitivity
- Having Regional Offices
- Sharing information about DD system
- Reorganization that is currently taking place

c. How does the Council want to improve within the next 10 years?

- Ongoing training for Council
- Developing a focus on self-advocacy, capacity-building, transportation, systems change, integration and collaboration in the area of housing
- Community involvement and outreach in regard to information dissemination
- Maintain transparency within the system of DD services
- Providing information about DD services
- Collaboration
- Establish a Council Ombudsman
- Develop more accessible systems for information and outreach
- Develop/update a directory of services

12. NEXT MEETING

The next meeting is set for December 1, 2014 from 1:00 pm to 4:00 pm.

13. ADJOURNMENT

The meeting was adjourned at 4:00 pm.

Item 6

**CYCLE 38 STATEWIDE GRANT
TIMELINE**

Cycle 38 Statewide Request for Proposal/Grant

STATEWIDE Request for Proposal/Grant

- (1) December 2014 the State Plan Committee sets priorities and amount, to be recommended to Council, for funding for the statewide Request for Proposal.
- (2) January 2015 Council approves funding and priorities for the statewide Request for Proposal.
- (3) February 2015 Staff develops Request for Proposal for statewide grant and recommends review process.
- (4) February 2015 State Plan Committee reviews and approves the scope of work outline for Request for Proposal.
- (5) March 2015 Statewide Request for Proposal's announced with a 45 day return date.
- (6) April 2015 Proposal deadline.
- (7) April 2015 Staff ranks and summarizes statewide proposals.
- (8) May 2015 Council approves recommendations.
- (9) May 2015 public notice, protest period, award notification.
- (10) June-July 2015 Staff finalizes work for proposal to be encumbered and approved.
- (11) July contract submitted to Department of General Services.
- (12) September contract approved by Department of General Services.
- (13) October 1, 2015, grant start.

Item 7

TIMELINE FOR REVISING THE CURRENT STATE PLAN

5-Year State Plan Amendment - Update

September 2014	Development of 5-yr State Plan	SPC & Council HQ Staff	July 2015
December 2014	1. Review full State Plan, 2012-2013 PPR, & MTARS/CAP 2. Develop proposed changes to Goals/Objectives 3. Provisional approval, pending public review/comments	SPC All Staff Council	January 2015
January 20 2015	4. Public Comment Period (website)	All Staff Council	March 2015
March 2015	5. Proposed revisions developed, based on public input 6. Review measurability of Goals/Objectives w/ AIDD/ITACC 7. Submit revised State Plan Goals/Objectives to Council	SPC HQ Staff	May 2015
May 2015	8. Approve final set of State Plan Goals/Objectives	Council	May 2015
April 2015	9. Complete final State Plan Amendment - Update draft 10. Submit to SPC for final review/approval	HQ Staff SPC	June 2015
June 2015	11. Submit full 5-yr State Plan Amendment - Update to Council for final review/approval	SPC Council	July 2015
July 2015	12. Submit full 5-yr State Plan Amendment - Update to AIDD, via DD Suite 13. Establish statewide work plan & submit to Council for review	HQ Staff	August 15 2015
August 2015	14. State Plan review/approval of work plan	AIDD	September 2015

Draft

Item 8

**CALENDAR AND COUNCIL
MEMBERS FOR REGIONAL
MEETINGS**

December 2014

December 2014							January 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	4	5	6	7	8	9	10
14	8	9	10	11	12	13	11	12	13	14	15	16	17
21	15	16	17	18	19	20	18	19	20	21	22	23	24
28	22	23	24	25	26	27	25	26	27	28	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Nov 30	Dec 1	2	3	4	5	6
	End Pay Period: 2014					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
				Christmas Day: 2014		
28	29	30	31	Jan 1, 15	2	3
			End Pay Period: 2014			

January 2015

January 2015							February 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Dec 28	29	30	31	Jan 1, 15	2	3
				HOLIDAY New Years		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Dec 28 - Jan 3

Jan 4 - 10

Jan 11 - 17

Jan 18 - 24

Jan 25 - 31

February 2015

February 2015

Su	1	2	3	4	5	6	7
Mo	8	9	10	11	12	13	14
Tu	15	16	17	18	19	20	21
We	22	23	24	25	26	27	28

March 2015

Su	1	2	3	4	5	6	7
Mo	8	9	10	11	12	13	14
Tu	15	16	17	18	19	20	21
We	22	23	24	25	26	27	28
Th	29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 1.	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Feb 22 - 28

Feb 15 - 21

Feb 8 - 14

Feb 1 - 7

March 2015

March 2015

April 2015

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31	Apr 1	2	3	4	
Mar 29 - Apr 4							

REGIONAL PUBLIC INPUT MEETINGS

Rep	Name	Meeting Availability	Regional Office Meeting Dates	Location	Phone in Information	Staff Contact
AB 12	Garnica, Carmela					
Dept	Gelber, Eric (<i>DDS designee</i>)					
UCEDD	Hansen, Robin L., MD					
UCCED	Jacobs, Robert A., MD Director					
At Large	Kapp, Steven					
AB 13	Kennedy, Molly					
CHHSA	Kent, Kristopher Assistant Secretary (CHHS designee)					
Non-Gov Agency	Lewis, Janelle					
At Large	Lopez, April					
Dept	Moore, Bill (<i>DOR designee</i>)					
Dept	Okwuosa, Chisorom Chief Counsel					
UCEDD	Raynor, Olivia Director					
Dept	Rogers, Santi Director					

REGIONAL PUBLIC INPUT MEETINGS

Rep	Name	Meeting Availability	Regional Office Meeting Dates	Location	Phone in Information	Staff Contact
AB 5	Almalfiti, Fedra					
DRC	Blakemore, Catherine, Executive Director					
Dept	Boomer, Daniel (CDE designee)					
Dept	Clarkson, Jonathan Deputy Director (DHCS designee)					
At large	Clyde, Nancy					
Dept	Connolly, Lora Director					
AB 8	Donabed, Rebecca					
CHHSA	Dooley, Diana Secretary					
Dept	Douglas, Toby Director					
AB 4	Duley, Kraig (Max)					
AB 7	Forderer, David					

REGIONAL PUBLIC INPUT MEETINGS

Rep	Name	Meeting Availability	Regional Office Meeting Dates	Location	Phone in Information	Staff Contact
Dept	Xavier, Joe Director					
AB 3	Smith, Sandra					
AB 1	Taylor, Robert M					
Dept	Tortakson, Tom Superintendent of Education					
At Large	Weller, Kecia					
AB 6	Williams, Kerstin					
At Large	Yang, Ning					

Item 9

SURVEY INSTRUMENT

Survey Questions:

Please rank (from 1 to 9) the following issues by order of importance to/for people with developmental disabilities (with 1 being of *more* and 9 being of *less* importance):

	Child Care
	Education & Early Intervention
	Employment
	Formal and Informal Community Supports
	Health
	Housing
	Quality Assurance
	Recreation
	Transportation

Child Care:

Yes	No	I'm not sure	Question
			1. Do you believe child care is available for children who have developmental disabilities?
			2. Do you believe parents who have developmental disabilities are able to obtain adequate child care for their own children?
			3. Do you believe child care is affordable when it is available?
			4. Do you believe children with developmental disabilities are safe when they are in child care?

Tell us more about that:

Education & Early Intervention:

Yes	No	I'm not sure	Question
			1. Do you believe parents know what 'early intervention' means?
			2. Do you believe children with developmental disabilities benefit from early intervention &/or education?
			3. Do you believe parents know where to go to obtain a developmental assessment for a young child?
			4. Do you believe parents who have children with developmental disabilities know what services are available to them?
			5. Do you believe that parents are able to get early intervention services for their children when they ask for them?
			6. Do you believe that parents are able to advocate for themselves and their children when they don't receive necessary services?

Tell us more about that:

Employment:

Yes	No	I'm not sure	Question
			1. Do you believe people with developmental disabilities are willing to work?
			2. Do you believe that employers are willing to hire people with developmental disabilities?
			3. Do you believe that people with developmental disabilities have the supports they need to find and/or keep a job?
			4. Do you believe that people with developmental disabilities receive fair pay for the work that they do?

Tell us more about that:

Formal and Informal Community Supports:

Yes	No	I'm not sure	Question
			1. Do you believe there are enough available services to help people with developmental disabilities live independently in communities of their choice?
			2. Do you believe people with developmental disabilities are able to access the services they need to live safely and independently?
			3. Do you believe service providers treat people with developmental disabilities with respect?
			4. Do you think that service providers believe people with developmental disabilities who report abuse?
			5. Do you believe that people with developmental disabilities are able to identify and advocate for their own needs?

Tell us more about that:

Health:

Yes	No	I'm not sure	Question
			1. Do you believe people with disabilities know how to choose a health provider?
			2. Do you believe that people with developmental disabilities know how to access appropriate health services?
			3. Do you believe there are enough available health services for people with developmental disabilities?
			4. Do you believe people with developmental disabilities are able to afford the medications and/or the medical equipment they need?
			5. Do you believe people with developmental disabilities receive medical treatment in a timely manner?
			6. Do you believe health service providers treat people with developmental disabilities with respect?

Tell us more about that:

Housing:

Yes	No	I'm not sure	Question
			1. Do you believe people with developmental disabilities want to live independently?
			2. Do you believe that people with developmental disabilities can afford to live independently in the community of their choice?
			3. Do you believe that people with developmental disabilities should live in the same communities as people without disabilities?
			4. Do you believe people with developmental disabilities are able to live safely and independently in the community of their choice?
			5. Do you believe that there are adequate community resources available in places where people with developmental disabilities live?

Tell us more about that:

Quality Assurance:

Yes	No	I'm not sure	Question
			1. Do you believe people with developmental disabilities know what they need and want?
			2. Do you believe people with developmental disabilities are able to talk about what they need and want?
			3. Do you believe service providers care about what people with developmental disabilities need and want?
			4. Do you think that service providers believe what people with developmental disabilities tell them?

Tell us more about that:

Recreation:

Yes	No	I'm not sure	Question
			1. Do you believe there are enough affordable recreational opportunities for people with developmental disabilities?
			2. Do you believe people with developmental disabilities have the same recreational opportunities as people without disabilities?
			3. Do you believe recreation is important to people with developmental disabilities?

Tell us more about that:

Transportation:

Yes	No	I'm not sure	Question
			1. Do you believe there are enough transportation options to help people with developmental disabilities go places independently?
			2. Do you believe that it is easy for a person with developmental disabilities to get or make a transportation reservation?
			3. Do you believe people with developmental disabilities are able to get to work with the transportation choices available to them?
			4. Do you believe that transportation is available during convenient hours for people with developmental disabilities?
			5. Do you believe that the available transportation choices are safe for people with developmental disabilities?

Tell us more about that:

Some Suggested Open Meeting Questions

1. What is your greatest area of need in regard to adults/children with developmental disabilities?

<input type="checkbox"/>	Child Care
<input type="checkbox"/>	Education & Early Intervention
<input type="checkbox"/>	Employment
<input type="checkbox"/>	Formal and Informal Community Supports
<input type="checkbox"/>	Health
<input type="checkbox"/>	Housing
<input type="checkbox"/>	Quality Assurance
<input type="checkbox"/>	Recreation
<input type="checkbox"/>	Transportation

2. What kind of service gaps have you experienced within the areas of child care, education, early intervention, employment, community support networks, health, housing, quality assurance, recreation and/or transportation?
3. Is the State Council a visible part of the disability support network in your area? Why or why not?
4. How can the State Council better serve your needs within the community?
5. What advocacy supports have you identified within the community?
6. What kind of training would you like to receive to help you and/or your family member(s) live more independently?

Item 10
2017 – 2021 STATE PLAN
TIMELINE

2017-21 (5-Year) State Plan: Proposed Development Timeline

Start Date	Task	Responsible Parties	Finish Date
October 2014	Comprehensive Review Analysis:	Council SPC All Staff	January 2016
October 2014	1. Identify/assemble list of potential data sources to determine statewide needs (e.g. NCI, activity reports, QA results, previous PPRs, town hall meetings/public input/testimony/surveys, etc.)	All Staff SPC Council	November 2014
November 2014	2. Collect data from identified/other sources	Council All Staff	March 2015
April 2015	3. Assemble data into <i>Comprehensive Review Analysis</i> format	HQ Staff	July 2015
July 2015	4. Review CRA results with ITACC & AIDD 5. Revise, as necessary	HQ Staff	August 2015
August 2015	6. Review CRA 7. Submit to Council for review/approval	HQ Staff SPC	September 2015
September 2015	8. Review/approve CRA	Council	September 2015
September 2015	Development of 5-yr State Plan	SPC & Council HQ Staff	July 2016
September 2015	1. Develop 5 broad Goals & 10 specific, measurable Objectives 2. Review for measurability (based on federal criteria) 3. Submit proposed Goals/Objectives to Council	SPC HQ Staff	December 2015
December 2015	4. Review proposed Goals/Objectives 5. Provisional approval, pending public review/comments	Council	January 2016
January 2016	6. Public Comment Period (e.g. website, town hall meetings, etc.)	All Staff Council	March 2016
March 2016	7. Proposed revisions developed, based on public input 8. Review measurability of Goals/Objectives w/ AIDD/ITACC 9. Submit revised State Plan Goals/Objectives to Council	SPC HQ Staff	May 2016
May 2016	10. Approve final set of State Plan Goals/Objectives	Council	May 2016
April 2016	11. Complete final State Plan draft 12. Submit to SPC for final review/approval	HQ Staff SPC	June 2016
June 2016	13. Submit full 5-yr State Plan to Council for final review/approval	SPC Council	July 2016
July 2016	14. Submit full 5-yr State Plan to AIDD, via DD Suite 15. Establish statewide work plan & submit to Council for review	HQ Staff	August 15 2016
August 2016	16. State Plan review/approval of work plan	AIDD	September 2016
September 2016	17. Execute revisions to 5-yr State Plan, as necessary (AIDD Revisions) 18. Convert 5-yr State Plan to plain language & disseminate (e.g. website, emailing, newsletters, etc.) 19. Clarify activities & reporting requirements w/ Area staff	HQ Staff SPC	October 2016
October 2016	Implementation of 5-yr State Plan	All Staff	September 2021
November 2016	1. Review of October monthly activities – Cumulative Report	Council	November 2016

